

COMMISSIONERS APPROVAL

CHILCOTT *g*

LUND *BLE*

THOMPSON *at*

TAYLOR (Clerk & Recorder)

Date.....April 3, 2006

Members Present.....Commissioner Greg
Chilcott, Betty Lund and Commissioner Alan Thompson

Minutes: Sally Fortino and Glenda Wiles

The Board of County Commissioners met for the appointment of Election Judges for the 2006-2007 elections. Present was Regina Wilson, Elections Manager.

Regina stated she did not receive all the information needed in time to digest all the data. She asked that the meeting be postponed until such time as she is able to get the data in order. The meeting is rescheduled for April 25, 2006, at 8:30.

The Board of County Commissioners met for an update on construction for the Juvenile Detention Center. Present were Lori Rodrick, Juvenile Detention and DirectorSkip Rosenthal, Human Resources.

Lori said in the last three months her department has generated \$33,000 in revenue, outsourcing juveniles from other Counties. She asked how the Commissioners would recommend the money be used: to pay for work to be done in the office or spend some to update Jim Bailey's office.

Commissioner Chilcott said recovering some of the costs of the remodeling would be a good use of the money. Jim Bailey's needs may be where the money should be spent.

Lori said they might not get any more children for several months, but they have a surplus now. Some wiring should be done in the office, and relocation of a wall and door. They should get \$12,000 by the end of April. Lake County is the major source right now; the Department handles transports for them.

Skip said there is a reserve. He suggested they build for capital improvements needs in the future, such as a new car. Commissioner Lund suggested the money be held in as revenue, then expense out through a budget transfer. She asked if they should check on the cost difference of a sidewalk versus stepping-stones. Lori said sidewalks run north and south to the building. Tying one into the existing sidewalk would only be four feet

long. Commissioner Chilcott said stepping-stones look nice, but they tend to move. A sidewalk would be a better choice. Commissioner Lund suggested continuing to deposit moneys into the revenue account. It would probably close out June 15, 2006.

Commissioner Thompson made a motion to submit the Board of Crime Control Grant for excess monies to the Western Region (for juvenile detention). Commissioner Lund seconded the motion and all voted "aye".

In other business, the Board of County Commissioners met with Skip Rosenthal for an office update on various administrative matters. He presented the issue of time off for members of the Clerk of District Court office, since time not taken can be lost. Commissioner Lund said sometimes key personnel have difficulty planning vacation time that will not adversely affect the office. Skip said accrued time has been lost before. The office should plan for it.

Commissioner Chilcott said the Clerk of District Court could attempt to use this as a reason for hiring more employees in the next budget cycle.

Skip explained the viable use of comp time as an alternative to overtime. The employee must agree to the alternative. In general, it is allowable for employees who are non-union. Sometimes the employee accrues comp time beyond the maximum allowed. It is not the same as vacation time. Skip recommended paying people out in overtime. Apply to the department's budget now, so the department's budget can be adjusted. If the employee earns more than the allowed amount of comp time, the overage will be paid in overtime. Skip is working on a master spreadsheet for the budget. This is the first data from that master.

Commissioner Lund stated she concurred with the recommendation. Commissioner Chilcott asked if the County has money to pay it out.

Skip said we are only paying out overtime for excess comp time. The maximum is 40 hours: no time and ½, just straight time.

Commissioner Thompson said they should pay it and be done with it. Commissioner Chilcott stated a memo should be sent to department heads. Commissioner Thompson also noted the department heads should be made aware of the rule so they can make adjustments to future budgets.

The Board reviewed the amendment to the WIC Contract as provided by the State. Commissioner Lund made a motion to approve the WIC Contract, which brings in more monies from the state. (WIC Contract # 06-07-521-05-0) Commissioner Thompson seconded the motion and all voted "aye".

Commissioner Lund said she recommends creating an action form for a salary increase for Lori Roderick of Juvenile Detention. Commissioner Chilcott asked how Lori's wages compare to the surrounding areas for detention director wages.

Skip said Lori's department doesn't present many problems. She will call for advice, and solve problems without costing the County money. He said he would determine rates in surrounding areas. Cathy Powell is at \$17.96; Joanna Hamilton is at \$17.50.

Commissioner Lund asked if Lori has a job description. Skip said she doesn't have one right now. Commissioner Chilcott stated they should find out what is consistent with the surrounding areas. Skip clarified that he is not recommending retroactive compensation unless the Commissioners decide to do that.

Skip also discussed Darby CTEP: Bitterroot Engineering and Design will be used as a consultant service. The timeline will depend on when CTEP gets the paperwork back. He recommended executing the agreement. He suggested sending it with a request for expeditious handling.

Commissioner Thompson stated it is a nice project, but it's like a road that doesn't go anywhere. Basically, it accesses the library; that's all.

Commissioner Thompson made a motion to execute the CTEP agreement between MDOT and Bitterroot Engineering and Design. Commissioner Lund seconded the motion and all voted "aye".

Skip stated he would be on vacation from 4/6-4/17, and back on 4/18.

Commissioner Thompson said an energy audit from ESCOS is needed. He gave Skip an overview, suggesting an RFP go out, contacting people like Chevron, Mobil, etc. He made a motion that Skip move forward to contact DEQ to ascertain the process necessary to determine what must be done to get an energy audit. They might recommend changing windows and doors, etc. Commissioner Lund seconded the motion, and all voted 'aye'.

Ingrid Sutherland of PTA addressed the Board in regard to the upcoming Fun Run on June 10th beginning at Claudia Driscoll Park, up Ricketts Road with a 10K and 5K run. No roads would be blocked, but there would be volunteers wearing orange vests helping the runners to stay on the side of the road, and provide water stations. This run would start in the City jurisdiction and go into the County jurisdiction. The PTA notified the City and they have also relayed this information to the Sheriff's Office. Ingrid noted they plan a bar-b-q at the park after the run, so this program may grow into a family event day. Glenda advised the Board she contacted Sheriff Hoffman and Under-Sheriff McConnell in regard to this fun run and meeting, along with any contact information they might need. Glenda also noted she visited with Ellen Ryter, the Hamilton PTA Secretary for proof of insurance, which would be on file prior to the run.

Commissioner Lund made a motion to provide the necessary paperwork to approve this PTA Fun Run on June 10th. Commissioner Thompson seconded the motion and all voted "aye". Glenda will send a letter to the Hamilton PTA.

In other business, the Board met with Weed Coordinator Bryce Christiaens in regard to the sale of a 1992 Dodge Spray Truck. The truck was not utilized last year and therefore

is not necessary for the operation of County business. Bryce stated the truck is not being utilized because they do not have enough manpower to utilize it as it should be. Bryce indicated he visited with Glenda in order to sell this truck and was notified the statute requires an appraisal be done in order to have a public auction. Bryce stated he utilized the blue book for value of the truck and an equipment salesperson to review the value of the equipment. Bryce will also visit with Reed Auto Mart and obtain another value for appraisal. Commissioner Lund made a motion to sell this 1992 Dodge Spray Truck (with the equipment) at public auction for a minimum amount of \$14,000.00. Commissioner Thompson seconded the motion and all voted "aye".

Bryce indicated they would discuss the revenue from this truck at the next Weed Board meeting. He would deposit the money into the Capital Improvement Fund.

In other business, the Board met with Airport Manager Red Caldwell for various administrative issues, which included the following:

Red discussed the new lease amendment (page 2 #4 A) which reflects the \$.07 to \$.09 per square foot for lease rates with the CPI being reviewed July 1, 2010 and every five years after that. Under Exhibit C, #3E, new language addresses the excavated soil from the hangar construction to be piled at the airport. Red stated the airport owns the topsoil.

Red also addressed the addition of the \$120.00 to Exhibit B-1 in the annual commercial use fee. It was agreed to leave the liability insurance blank so the individual commercial vendors would set their amount.

Dave Hedditch suggested they leave these amounts blank in case they change the amounts later. Commissioner Chilcott stated he would prefer to have the figures noted, since that would leave less room for errors.

The Board concurred to amend Exhibit C, #3E language.

Commissioner Thompson made a motion to approve as amended and corrected. Commissioner Lund seconded the motion and all voted "aye".

In regard to the snowplow purchase contract, James stated he did not receive this award until Friday and was not able to review the whole file until one hour ago and has not had time to review the "due form as to law". Therefore, he felt uncomfortable signing this, approved as to content and form, but in order to sign off on this he would need to review the whole document. He stated there is quite a bit of time involved in researching the documents in order to sign off on the purchase of the equipment. He stated this is a form contract, and not individual as to the purchase of the equipment. James asked if the signature line was required. Red stated the FAA requires the attorney's signature. Commissioner Chilcott stated if they could not waive the attorney's signature they should review the attorney's priority of time spent on these items. Red stated they have met the 60-day time line for bid approval. James stated he would call the Engineers and see if the attorney's signature line can be removed; if not, he will make that review.

Commissioner Lund said for the essence of time, they could award the snowplow purchase contract, subject to James' review for signature, or lack of signature if the FAA does not require it. Commissioner Thompson seconded the motion and all voted "aye".

Red also addressed hangar lease site #528 from Viper Air LLC. The Airport Board approved this lease during their March 22nd meeting. This would be a 100' X 100' commercial airport lease. This does not contradict the Airport Layout Plan.

Discussion included the amount of the liability insurance required for a commercial space. Mountain Air provided a sample copy of their insurance binder. It read one million per occurrence, which is standard for the industry, according to Mountain Air. James stated he does not have the professional expertise to make a recommendation. The Board could contact an insurance professional and obtain that information, if they desire.

Commissioner Thompson made a motion to approve of the hangar lease space #528 with Viper Air LLC, on the new lease as approved this date as a commercial hangar and maintenance space. Commissioner Lund seconded the motion and all voted "aye".

It was agreed by Viper Air to line out the Lease from October 2005 and substitute with language from April 2005 in order to utilize the new lease.

Red also addressed a hangar lease site # 195, which was formerly Hangar P2, into a new lease by Viper Air LLC/Pogo Pumps. Commissioner Thompson said in light of several new phone calls and new mail in regard to this issue and the scheduled airport walk-through on April 12th, he indicated he is uncomfortable making a decision today. There is some confusion on this issue. It might be the best use of the area, but due to the information, he is uncomfortable making a decision based on the ALP. Commissioner Thompson made a motion to table making any decision on this lease and Site #199 until they have concluded their walk-through. He also noted he would like members of the Airport Board present at the walk-through.

Commissioner Chilcott noted they went through this last time with Max Martz and Jack Vallance and they want to exercise the same due diligence. James stated if they anticipate a quorum of the Airport Advisory Board to be present on April 12, note this on the agenda.

Mark Fournier stated #199 is a transfer of an existing lease. (On 3/25/05 this was given approval of a fuel system and lease to Max and Jack). Commissioner Chilcott noted he saw specs to a different system, which should be reviewed. James stated the status of whether the leasers are Fixed-Based Operators should be addressed.

In other business the Board attended a meeting with Missoula County Commissioners at Stevensville Town Hall during the afternoon hours.